



## SOLICITATION

**Directive: 12 -111**

Date of Issue: July 2013    Amends/Cancel: N/A

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### **I. PURPOSE**

The purpose of this Directive is to provide policy and procedures in regards to soliciting on Department of General Services (DGS) owned, or managed property.

### **II. POLICY**

Soliciting and debt collection activities are prohibited in any buildings or other property owned, or managed by DGS.

### **III. PROCEDURES**

#### A. Prohibited Activities

1. "The soliciting of alms, money, or contributions, commercial soliciting, the display or distribution of commercial advertising, political soliciting, or the collection of private debts, is prohibited on the property, except as permitted by this regulation."
2. "Permissible solicitations require the approval of the occupying agency head for scheduling, safety, security, and traffic purposes. Permissible solicitations are limited to:
  - (a) Solicitation by national or local campaigns for savings bond, health, welfare, and charity;
  - (b) Solicitations by labor organizations for membership or dues as authorized by law;
  - (c) Recruitment campaigns for the Armed Forces, National Guard, and other federal or State agencies, as previously approved by the occupant agencies;
  - (d) Operation of vending facilities and concessions as part of the operation of the property for the benefit of employees and the public;
  - (e) Personal notices posted by employees on authorized bulletin boards; and
  - (f) Activities on portions of the property leased to other individuals or organizations."

## B. Political Soliciting

1. Employment by the State of Maryland does not affect any right or obligation of a citizen under the Constitution and laws of the United States or under the Constitution and laws of the State. However, there are limitations on the exercise of these rights.

(a) “An employee may not:

1. Engage in political activity while on the job during working hours; or
2. Advocate the overthrow of the government by unconstitutional or violent means.”

(b) The Law Enforcement Officers Bill of Rights guarantees the right of law enforcement officers to engage in political activity. However, the LEOBR states “This right to engage in political activity does not apply when the law enforcement officer is on duty or acting in an official capacity.”

## C. Enforcement

1. DGS-MCP will enforce the provisions of COMAR 04.05.01.07 by warning anyone they observe soliciting, collecting or attempting to collect debts in or on any property under the jurisdiction of the Department of General Services that the activity constitutes a violation of law. Anyone that is warned and continues to engage in the activity may be charged accordingly.